



**City of Bristol
Special Board of Finance Meeting
April 7, 2020**

A special meeting of the Board of Finance was held on Tuesday, April 7, 2020 at 6:00 p.m. via WebEx. The following were in attendance: Chairperson John Smith, Mayor Ellen Zoppo-Sassu, Commissioners Ron Burns, Nicolas Jones, Jon Mace, Marie O'Brien and Cheryl Thibeault. Orlando Calfe and Mike LaMothe were absent. Also present from the Comptroller's Office: Diane Waldron and Robin Manuele.

March 30, 2020

Ladies and Gentleman:

The Board of Finance will hold a Special Meeting on Tuesday, April 7, 2020 at 6:00 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

Agenda

- 1. Call to order.**
- 2. Public Participation.**
- 3. Presentation and discussion regarding the 2020-2021 budget and to take any action as necessary.**
- 4. Adjournment**

PER ORDER OF THE CHAIRPERSON

John Smith

- 1. Call to order**

Chairperson Smith called the meeting to order at 6:00 p.m.

- 2. Public Participation**

None

- 3. Presentation regarding the 2020-2021 budget and to take any action as necessary**

Comptroller Diane Waldron gave a presentation on the proposed 2020-2021 budget. The Grand List grew 1.35%, which will generate \$2,032,263 in additional tax revenue dollars at the current mill rate. The 2020-2021 Grand List is \$3,998,922,007 and 1 mill is equal to \$3,939,538. The current 2019-2020 mill rate is 38.05. After reviewing the requested revenues, there were a few minor increases to revenues totaling \$186,915 with a shift of Summer Recreation into the General Fund a proposal to shift \$100,000 of Park Trust revenue out of the General Fund.

Diane reviewed the budget requests by Departments. The total General Fund request increased 5.53%, with the General City at 5.38%, Debt Service and Capital Transfers 3.22% and Education 5.87%. The variance between revenues and expenditures with the grand list growth is \$8,884,345 or 2.26 mills, a 5.9% increase.

Diane stated the municipal spending cap of 2.5% is still in place, which municipalities are required to certify annually to OPM compliance with this statute.

Diane reviewed the proposed city expenditure reductions, highlighting a few. Corporation Counsel Professional Fees were reduced as there are currently funds that can be carried over in the account. A vacancy factor was applied to Police Patrol Regular Wages and Public Works Streets Regular Wages. There is no reduction in Staff with this recommendation, based on past trends for these accounts that typically end the year with a surplus. St. Vincent DePaul was reduced to current level funding. Bristol Burlington Health requested an increase in excess of \$250,000. The recommendation is to fund the increase up to \$200,000 above the current year. Public Works Major Roads was reduced for the new Major Road Improvements Fund the Board of Finance established last month.

Capital Outlay requests for City Departments totaled \$1,223,845 and \$628,555 is proposed to be funded from the Equipment Building Sinking Fund. The Public Works Fleet Capital Outlay account stays in the General Fund, with a request of \$1,361,000 and proposed funding of \$1,100,000.

The Board of Education request of \$121,797,185 has a proposed reduction of \$2,166,195, from a 5.87% increase to a 3.99% increase.

Overall reductions of the budget total \$5,344,170 or 1.36 mills. Adjustments were made to some revenue sources that increased total revenues \$61,755. Investment income was discussed with the Treasurer's Office, and while currently the budget of \$925,000 will be exceeded for the year, that estimate was cut in half for next year. The Parks Trust funds were also put back into the budget. It was agreed if any excess Trust funds come in, those can be transferred to a Parks reserve account.

The proposed 2020-2021 City budget is \$206,374,090, an increase of \$5,759,350 or 2.87%; of this increase 1.01% is for the General City, (.43%) for Debt Service and Capital Transfer and 2.29% for Education.

The proposed mill rate increase is .90 mills or a 2.37% tax increase. Diane showed the impact to the average taxpayer based on numbers provided by the Assessor for a mill rate of 38.95. The tax increase for motor vehicle would be \$6.88 and real estate \$114.69 for a total increase of \$121.57.

There are still some decision/open issues to discuss such as the follow: additional changes, state budget, and Senior Tax Relief. The Governor's Executive Order 7S allows for the suspension and modification of tax deadlines and collection efforts. This allows the City to defer the tax deadline for 90 days from July 1 to October 1, and it also allows to reduce the 18% delinquency rate to 3%. The City may choose to do one or both options. However, a decision must be made by April 25.

Diane discussed the proposal to use \$600,000 of the mill rate stabilization fund in the General Fund budget, as well as using \$400,000 for the Health Benefits budget, which leaves \$650,000 for the Senior Tax Relief program.

At this point, the Board of Finance is set to adopt the budget on April 28 and a Joint Meeting of City Council and Board of Finance to adopt on May 12. If the Mayor calls an Economic Emergency, the Board of Finance would adopt on May 12 and the Joint Meeting on June 4.

Commissioner Thibeault questioned is there was a worksheet or detail detailing the Board of Education's reduction. Dr. Carbone stated once the number is solidified that can be provided.

4. Adjournment

Mayor Zoppo Sassu made a motion which was seconded by Commissioner Jones

"To adjourn at 6:40 p.m."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Attest:



Diane M. Waldron
Board of Finance Clerk